

STATE OF CONNECTICUT



STATE PROPERTIES REVIEW BOARD

450 Columbus Boulevard, Suite 202
Hartford, Connecticut 06103

Pursuant to CGS §1-225a, the State Properties Review Board conducted a Regular Meeting beginning at 9:30AM. Pursuant to the statute, this Meeting was held solely by means of electronic equipment – via Microsoft TEAMS or Call-In Conference.

Microsoft Teams Meeting Join on your computer, mobile app or room device. Click here to join the meeting Meeting ID: 273 299 692 323 Passcode: uLQBFw Download Teams Join on the web	Or call in (audio only) +1 860-840-2075, 917724280# United States, Hartford Phone Conference ID: 917 724 280#
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Members Present – solely by means of electronic equipment:

Bruce R. Josephy, Chairman
Jeffrey Berger, Vice Chairman
Mark A. Shiffrin, Secretary
Eric Coleman
Russell Morin

Staff Present – solely by means of electronic equipment:

Thomas Jerram
Jyoshna Rath

Members Absent:

Guest Present – solely by means of electronic equipment:

OPEN SESSION

1. ACCEPTANCE OF MINUTES

Mr. Shiffren moved and Mr. Berger seconded a motion to approve the Minutes of the May 1, 2025 Meeting and May 2, 2025 Special Meeting. The motion passed unanimously.

2. COMMUNICATIONS

Staff reminded Members of the proposed House and Senate Bills conveying state-owned land and buildings to be subject to a Public Hearing this afternoon beginning at 2PM.

Staff presented the Board with a monthly voucher statement pursuant to CGS 13a-73(h) identifying DOT real estate acquisitions for less than \$10,000.

3. REAL ESTATE - OLD BUSINESS

EXECUTIVE SESSION

Mr. Shiffren moved and Mr. Berger seconded a motion to go out of Open Session and into Executive Session at 9:38. The motion passed unanimously.

PRB #: 25-053-A
Transaction/Contract Type: AG / PDR
Origin/Client: DoAG/DoAG

Statutory Disclosure Exemptions: 1-200(6)(D) & 1-210(b)(7)

Mr. Shiffrin moved and Mr. Berger seconded a motion to go out of Executive Session and into Open Session at 9:44. The motion passed unanimously.

OPEN SESSION

4. REAL ESTATE - NEW BUSINESS

5. ARCHITECT ENGINEER - OLD BUSINESS

6. ARCHITECT ENGINEER – NEW BUSINESS

State Properties Review Board



DESPP DSS Forensic Lab Renovations and Upgrades

<i>PRB #</i>	25-056
<i>Transaction/Contract Type:</i>	AE/ Task Letter
<i>Origin/Client:</i>	DAS/DESPP
<i>Project Number:</i>	BI-N-364
<i>Contract</i>	OC-DCS-ARC-0078
<i>Consultant</i>	AE Design Group, LLC
<i>Property</i>	287 Colony Street, Meriden, CT
<i>Project Purpose:</i>	DESPP DSS Forensic Lab Renovations andUpgrades
<i>Item Purpose:</i>	Task Letter # 1
<i>DAS-RECS Staff Assigned</i>	Michele Helou, PM
<i>Date:</i>	May 2, 2025

PROPOSED AMOUNT: \$200,227.50

PROJECT BACKGROUND COURTESY: [HTTPS://PORTAL.CT.GOV/DESPP/SERVICES/SCIENTIFIC-SERVICES?LANGUAGE=EN_US](https://portal.ct.gov/despp/services/scientific-services?language=en_US)

The Connecticut Department of Emergency Services and Public Protection's (DESPP) Division of Scientific Services (DSS) provides unbiased forensic analysis for local, state and federal agencies.

The DSS has a diverse team. It is led by the director and assisted by deputy directors and managers who lead the different sections of the DSS. The team includes forensic examiners, CT career trainees, and lab assistants. Additionally, the DSS team includes evidence control offices, state troopers, and various support personnel. Their mission is to provide impartial, forensic analysis.

The Lab moved to Meriden, from Bethany, in 1975. Phase 1 – 22,000 sf – was added in 1994. Phase 2 – 26,000 sf – was added in 1998. Finally, in 2010, a 21,750 square foot expansion of the Forensic Laboratory of the Division of Scientific Services was opened as "Phase III." The Toxicology/Controlled Substances and Computer Crimes and Electronic Evidence Laboratories were moved to this facility. The addition brought the lab space to 69,750 square feet. In June 2012, statute reorganized the DSS crime lab, working independently of the CSP. The lab's Director reports directly to the DESPP Commissioner.



UNDER THIS PRB # 25-056

DAS is seeking Borad's approval to Conduct an existing conditions assessment and pre-design study for the subject project that shall consist of the following:

- Roof replacement, and Replacement of Roof top units
- Installation of walk-in refrigerators and freezers,
- Reconfigurations and renovations needed for laboratory spaces
- The installation of a full load building generator.

The design study is needed to assess the work to be done and the phasing possibilities to keep the building open and operational during construction phases

ON- CALL – PRB# 24-043

Under PRB #24-043, the subject Contract was signed with the Consultant to provide On-Call Architectural services on 4/24/2024 for a total not to exceed fee of \$2,000,000.00 with an expiration date of 7/15/2026.

PROJECT BACKGROUND

The DESPP DSS Forensic Laboratory roof areas consist of 3 distinct buildings constructed in 1992, 1998, and 2011.

- The 3 roof areas total approximately 40,000 square feet of low-sloped membrane roofing
- Approximately 12,000 square feet of steep-sloped metal panel roof areas.

From Gale's Proposal

Based on Gale's review of satellite imagery and available documentation, the low-sloped roof areas appear to consist of two (2) predominate types: stone-ballasted EPDM, and an exposed black EPDM membrane which is reportedly still under manufacturer warranty. As reported in the Project Initiation Scope Meeting Agenda dated October 8, 2024, the roofs are currently in a state of disrepair resulting in leaks. In addition to active leaks, the 1992 and 1998 stone-ballasted roof areas appear to be beyond their normal life expectancy.

EXISTING ROOF TYPES



SCOPE OF SERVICES

Existing Conditions Assessment. Work will include field investigations of existing conditions to assess the potential of proposed work identified in the Pre-Design study. The summary will include potential building deficiencies. Work will include coordination with the Client Agency for equipment to be saved and relocated and assessment of the roof system and rooftop HVAC units. Roof cuts will be performed to determine existing materials, condition of materials, hazardous materials testing and condition of the roof deck. Mold air sampling will be conducted in ten (10) locations on the upper level with visual inspections above the ceiling where tiles are missing from existing leaks. Analysis of existing conditions shall include a review of the inspection reports from the Office of the State Fire Marshal and existing Record Documents available from the agency and the Department of Administrative Services.

Pre-Design Study - Draft Report including Presentation

- Roof Replacement, Interior finish repairs, and remediation as necessary.
- Replacement of Rooftop HVAC Units (to meet potential future building loads).
- Building Generator Replacement (to meet potential future building loads).
- Reconfiguration and renovation of existing spaces into updated offices, laboratories, server rooms, freezer farm, DNA lab, storage and mechanical rooms, and installation of walk-in refrigerators and freezers. The existing spaces to be considered for re-configuration include, but are not limited to, Kiosk at Room II-102, Storage Room I-119, Offices/Labs I-138 through I- 142, Offices/Labs I-155 through 161, Offices/Labs/Freezer Rooms I-163 through I-170, and Rooms I-208 and I-211.
- The study will include construction phasing options so that the building can be kept operational 24 hours per day, 7 days per week.

Pre-Design Study Recommendations will include:

- Detail specific items that need to be brought into compliance with accessibility requirements of the State Building Code.
- Review recommended actions with the Dept. Office of the State FM to resolve all compliance issues relating to fire life safety.
- Future development concepts and options and the reconfiguration of spaces.
- Exterior enclosures and sprinklers to meet the State Insurance Carrier standards.
- Consideration of any campus or agency design guidelines and/or requirements

Pre-Design Study - Final Report

The final report will be based on the feedback and comments from the Owner and Agency review of the Draft Report.

CONSULTANT'S FEE

The initial budget \$350,000, the basis for the Study.

Task Letter # 1 -AE Design Group - Study	Basic Fees
Existing Condition Summary (60 days)	\$72,726
Pre Design Study and Draft Report (60 days)	\$107,151
Pre Design Study and Final Report (30 Days)	\$20,350
TOTAL Consultant Fee (#25-056)	\$200,228

AUTHORIZED SUBCONSULTANTS

AE Design Group is authorized to retain subconsultants with the fees shown below

1. Structural and MEP : Centek Engineering Inc. for fee - \$ 24,000
2. Gale Consultants: Roofing Consultant services, for fee - \$ 68,827.50
(Includes Eagle Rivet Roof Services for Roofing Test Cut services - \$4,780
Enviromed Services For Asbestos & Lead-based Paint inspection - \$8,695)
3. Cost Estimator: DH Bolton., for fee - \$ 32,400

ON CALL LOG

OC-DCS-ARC-0078	AE Design Group, LLC- Expires 7-15-2026	\$2,000,000	24-043
Task letter #1	DESPP DSS Forensic Lab Renovations and Upgrades	\$200,228	25-056
	Total Committed Funds	\$200,228	
	Maximum Total Fee	\$2,000,000	
	Uncommitted (Remaining)	\$1,799,773	

Recommendation

It is recommended that SPRB approve this Task Letter #1 in the amount of \$200,227.

- DAS-RECS confirmed funding is available for the Task Letter.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 04/04/2025.

Voted by Board Members

Approval –

Disapprove -

Suspend-

Mtng. Date : 05/08/2025

7. OTHER BUSINESS –

Chairman Josephy requested a motion to approve Board Fees and Milage reimbursement for himself, Mr. Berger, Mr. Shiffrin, Mr. Coleman and Mr. Morin who attended a May 5th Site Inspection of a Farm in Lebanon being reviewed under PRB #25-053-A. Mr. Berger made the motion, seconded by Mr. Shiffrin. The motion passed unanimously.

8. VOTES ON PRB FILE:

PRB FILE #25-053-A – Mr. Coleman moved and Mr. Berger seconded a motion to approve PRB FILE #25-053-A. The motion passed unanimously.

PRB FILE #25-056 – Mr. Coleman moved and Mr. Morin seconded a motion to approve PRB FILE #25-056. The motion passed unanimously.

9. NEXT MEETING

Thursday, May 8, 2025 – will be held solely by means of electronic equipment via Microsoft TEAMS and conference call.

The meeting adjourned

APPROVED: _____
Mark Shiffrin, Secretary

Minutes of Meeting Held: May 5, 2025
